

Topic: Library Board By-laws

1.14 Chief Executive Officer of the Board

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| Board Motion Number: | 23.020 |
| Date of Original Board Motion Number: | October 22, 2007 |
| Date of Current Issue: | March 28, 2023 |
| Date of Next Review: | 2027 |
| Attachments: | |

Signature of Board Chairperson (and Date):

The North Kawartha Public Library Board shall employ a Chief Executive Officer (CEO) of the Board who shall have general supervision over the direction of the operations of the Library Service and its staff. (Specific details of the job description for the CEO/Librarian are described under the Personnel Policy.)

1. The CEO/Librarian or acting CEO attends all meetings of the Board.
2. The CEO/Librarian shall have all the powers and duties that the Board assigns to her or him from time to time.
3. The CEO/Librarian must inform the Library Board of staff appointments and promotions.
4. Any dismissal of library staff on recommendation of the CEO/Librarian, must be approved by the Library Board.
5. The CEO/Librarian shall, together with the Chairperson or other appointed member of the Board, represent the Board before Township Council during the presentation of the Board's budget.
6. The CEO/Librarian shall report monthly to the Board on the affairs of the Library and make such recommendations as she or he considers necessary.
7. The CEO/Librarian is not a voting member of the Board.
8. The CEO/Librarian may conduct the Board's official correspondence, unless otherwise assigned.